
Judicial District of Ansonia/Milford
SUPERIOR COURT

Short Calendar

14 West River Street-Milford
9:30 A.M.

NOTICE

Counsel and pro se parties must inform the court of those matters on this calendar that are ready. This means that every motion that is ready to go forward, "ready as a matter of right, ready to be reviewed by the judge when requesting argument, and all take the papers," must be marked by an appropriate method. Oral arguments will be scheduled as described below. MATTERS THAT HAVE NOT BEEN MARKED READY WILL BE DEEMED OFF AND WILL NOT BE REINSTATED ON THIS CALENDAR.

Attorneys shall mark their cases by either FAX (203-876-8640) or electronic filing on the judicial web page. Only Pro Se parties who do not have access to a FAX machine may phone in their markings (203-283-8263).

Civil Short Calendar in each judicial district will commence at 9:30 a.m. on Monday of each week, unless it is rescheduled due to a holiday.

Short Calendar markings will occur from 9:00 a.m. Tuesday to 4:00 p.m. Thursday of the week preceding the Civil Short Calendar. In the event a state holiday falls on Thursday preceding the calendar, matters may be marked from 9:00 a.m. Tuesday to 5:00 p.m. Wednesday. If a state holiday falls on Friday preceding the calendar, matters may be marked from 9:00 a.m. Tuesday to 11:00 a.m. Thursday. Upon release of the Short Calendar Markings Entry transaction on the Judicial Branch website, markings may be submitted

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electronically based upon the above time periods except that the periods will commence upon system availability, generally 7:00 a.m. Tuesday.

Counsel and pro se parties may mark a matter either by fax or electronic markings on the judicial branch website. A standard fax form has been adopted and is available on the Judicial Branch website; a fillable version (JD-CV-85) is under development. Additionally, upon release of the Short Calendar Markings Entry transaction on the Judicial Branch website, attorneys registered with the Statewide Grievance Committee and law firms which have obtained a law firm juris number may enroll and obtain a secure password that will enable them to mark Civil Short Calendar matters electronically. The use of a fax machine or the electronic short Calendar Markings Entry transaction are encouraged as timesaving methods of transmittal.

Regardless of the method of transmittal, counsel and pro se parties are required to provide the following information when making a marking:

1. Column Number and position on the calendar;
2. Name and docket number of the case;
3. Number and title of motion;
4. Marking;
5. Full Name of the person making the marking and the firm name, if applicable; and
6. Confirmation that all counsel and pro se parties were notified of the marking.

Counsel and pro se parties shall bring the confirmation of the marking to the short calendar hearing of an arguable matter. This may be in the form of a fax and a transmittal confirmation sheet, a Short Calendar Markings Confirmation and Receipt produced upon the completion of the electronic Short Calendar Markings Entry transaction or a detailed signed statement from the person who telephoned the marking to the court.

A fax and a transmittal confirmation sheet, or a Short Calendar Markings Confirmation and Receipt produced upon completion of the electronic Short Calendar Markings Entry transaction serve as an acknowledgement of delivery. A telephone call to confirm delivery is not required. The unnecessary duplicative action of calling to verify receipt is burdensome to the clerks' offices.

Counsel and pro se parties need only to mark a matter ready. Matters that have not been so marked will automatically be deemed OFF. Counsel and pro se parties must give timely notice to each other of any marking that has been made. Failure to do so may result in sanctions being imposed by the court. If conflicting markings are made, the last one recorded from the moving party will control.

SCHEDULING OF ORAL ARGUMENTS

The only motions and objections on this calendar that may be argued as of right are:

1. MOTIONS TO DISMISS
2. MOTIONS TO STRIKE
3. MOTIONS FOR SUMMARY JUDGMENT
4. MOTION FOR ACCEPTANCE OF REPORT AND JUDGMENT IN ACCORDANCE WITH REPORT
5. OBJECTIONS TO THE ABOVE MOTIONS

Assuming that the provisions of Provisions of P.B. 11-17 have been met, counsel and pro se parties may mark such motions ready. Any motion so marked will be assigned to an available judge for argument at 9:30 A.M. on the day of the scheduled calendar. A list of the assignments will be posted on the bulletin board in the lobby of the courthouse.

All other matters that have been marked "ready for adjudication," will be assigned to available judges who will determine whether or not argument will be necessary. When marking such matters, counsel and pro se parties should indicate that argument has been requested. This information will be communicated to the judges, but it will be in their discretion to permit argument. Those matters for which argument is deemed unnecessary will be decided on the papers. Those matters for which argument is permitted will be reprinted on a future short calendar with an arguable notation. Counsel must follow the marking in procedure for that calendar as outlined above when the case reappears and should also indicate which Judge has allowed argument.

Counsel and pro se parties shall bring a confirmation of the marking to the short calendar hearing of an arguable matter. This may be in the form of a fax and a transmittal confirmation sheet or a detailed note from the pro se who telephoned the marking to the court.

NOTICE CONCERNING E-FILING

Initiating cases and filing motions and pleadings through the Internet is now available for five types of cases through the Judicial Branch website (www.jud.state.ct.us). Access the e-filing system by clicking on E-Services on the blue menu bar or by clicking on the e-filing icon. If you are interested in obtaining information regarding enrollment, e-filing cases/motions and pleadings, or attending interactive learning sessions, please contact efile@jud.ct.state.us.

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